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CONFIDENTIAL

Otma-1(78) Surneys

30 November 1956

MEMORANDUM FOR: Mr.

25X1A9A

SUBJECT

Executive Assistant to the Director ! Inspector General Survey of the Soviet Republics Division, Office of the Deputy Director (Plans).

REFERENCE

Proposed Memo for DDCI signature to DD/P and IG,

Jack:

Recommend that the attached be substituted for "Para. 3." of the reference.

I would recommend against including any remarks about personnel undergoing training for specific assignments. It isn't necessary to accomplish the objective. During the last twelve months we have averaged "in and out casuals" which are statistically reported as field "on duty." Also, I think that we must avoid setting up any gimmick which will allow nonessential increases at headquarters. During the period 1 January to 31 October 1956 the Departmental strength for the Office of the Deputy Director (Plans) increased 17.3% while their foreign field actually decreased 3.6%.

We must have iron in our souls with regard to headquarters ceilings if we are going to carry out the Director's policy.

Decument No. -No Change In Class. Declassified Class. Changed to: TS Next Review Date: Acth.: HR 76-3 K. WHITE Date: ______ Siere Dy:

25X1

25X9

2 Att:

Att 1 - Proposed New Para. 3.

Att 2 - Referenced Memo w/att.

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DD/S:LKW:laq Distribution:

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A - DD/S subject; 1 - DD/S reading